



Our Values

Respect
Compassion
Excellence
Stewardship
Collaboration

Strategic Directions

Transform the care and service experience

Transform the work experience

Partner to improve health of the community

Build a sustainable integrated system

Our Mission

We improve health through excellence and innovation in service, education and research, building on the strengths of our people and partnerships.

Steering Committee Meeting Minutes

Date: September 18, 2014
Time: 4:15 - 5:30 pm
Location: RUH Telehealth Suite Room 6625
Chair: Jackie Mann, VP Integrated Health Services (SHR)

Attendees: Members: Jackie Mann, VP Integrated Health Services (SHR)
Jim Rhode, Chairman (SRHA)
Bette Boechler, Director Children's Services (SHR)
Leanne Smith, Director Maternal Services (SHR)
Dr. Laurentiu Givelichian, Department Head Pediatrics (SHR)
Dr. Jocelyne Martel, Physician Dyad/Department Head Maternal Services (SHR)
Lisa Sands for Brynn Boback-Lane, President & CEO (CHFS)
Dr. Beth Horsburgh, Associate VP Research - Health (UofS)
Charmaine Pyakutch, Member of the Public

Supports: Craig Ayers, Director CHS Planning (SHR)
Chris Arnold, Project Lead CHS Project (SHR)
Michele Bossaer, Communications Consultant (SHR)
Crystal McAra, CHS Program Manager (SHR)
Brad Williams, Director Capital Asset Planning (HEO)
David Henselwood, ZW Project Management Inc.
Keith Henry, Prime Architect, HDHA/ZGF

Advisory Groups: Sharon Garratt (RQHR)
Dr. Juliet Soper (RQHR)

Regrets: Tracey Smith, Assistant Deputy Minister (HEO)
Maura Davies, President & CEO (SHR)
Nilesh Kavia, VP Finance & Corporate Services (SHR)
Colin Tennent, Associate VP Fac. Mgt. (UofS)
Rena DeCoursey, Member of the Public
Sandra Youngchief, Director of Health, Métis Nation - SK
Dr. Roy Chernoff, Dept. Head Family Medicine (SHR)
Dr. Ayaz Ramji (PAPHR)
Carol Gregoryk (PAPHR)
Deborah Jordan, Exec. Director Acute & Emerg (HEO)
Pauline Rousseau, Exec. Director Strategy & Innovation (HEO)

David Purdy, Health Facility Planner, Strategy & Innovation (HEO)
Andy Davalos, Senior Policy Analyst, Strategy & Innovation (HEO)
Julianne Jack, Director Regional Services, Communications Br. (HEO)
Ken Unger, Manager of Finance, Capital and Corporate Services (SHR)
Phyllis Goertz, Planning Lead, Kaizen Promotion Office (SHR)
Clint Diener, Architect, ZGF
Robert Hawkins, Board Chairperson (CHFS)

Guest: Dr. Tanya Holt, Department Head PICU

1. Call to Order

Craig Ayers called the meeting to order as several members will be arriving late, including Chair, Jackie Mann.

1.1. Approval of Agenda

Dr. Givelichian requested the addition of a discussion on the CHS as a research hospital. The agenda was approved with this addition.

1.2. Approval of Minutes - August 21, 2014

The minutes of August 21, 2014, were approved as distributed.

2. CHS Project Dashboard (inform)

Planning & Design:

- The Request for Qualification for mechanical and electrical contractors pre-qualifying to participate in the CHS construction tender RFP closed on September 11, with evaluations continuing until October.
Meetings were held in August between SHR Facilities and Project Design Team to review items of mutual interest with final review and recommendations for roofing system and options to accommodate a second

elevator in CHS/RUH entrance. The 90% design package has been shared with U of S Facilities Management Division for review and comments, and a design update package will also be sent to Meewasin Valley Authority.

- Revised medical equipment, furniture plans, requirement lists and estimates are complete. Work continues towards the construction and review of Flow Station mock-ups with user groups in November. Audio visual documentation has reached the 90% stage.
- Wayfinding, Signage, and Interior Design review sessions will be held September 23.
- In Early Works, final negotiations with Deep Foundations for the piling package are complete and contract documents are being executed. The first piling rig is in place and the second one is expected this week.
- Feasibility review of options for the transfer of the SCA Linac Radiotherapy equipment is nearing completion, and recommended option is waiting endorsement.

Our Values

Respect
Compassion
Excellence
Stewardship
Collaboration

CHS Strategic Project Work Plan Update:

- Information Flow: Finalization of current state mapping will wrap up in the next two weeks and result in a draft project charter for ED Clinical Documentation; testing of SCM Mobile MD will roll out in October to pilot physicians; decision made at September 17th CHS Planning Day to defer the target for SCM Order Entry.
- Information Technology: Review of current and future stage 7 Flow Maps from service lines completed to date show a larger than anticipated volume of applications that require integration of CHS – three different scenarios will be brought forward to the Project Executive Team at their October meeting for review and recommendation to the SLT.
- Operations: On track to complete the 7 Flow Map process at the end of September; getting back on track to identify the process improvements for clinical and support departments and these key deliverables will turn back to green next month;
- Supply Flow: The first activity planned for in-room Kanban prototypes was scheduled in ED – this work is deferred, date to be determined; testing in Post-Partum unit going forward as scheduled.

Strategic Directions

Transform the care and service experience

Transform the work experience

Partner to improve health of the community

Build a sustainable integrated system

Budget & Cost Report:

- Updated cost estimate and budget validation work to be brought to the Steering Committee at the October meeting.

3. CHS Project Charter Addendum (decision)

- The Project Charter Addendum to the original Project Charter has been developed as the most effective way to report and track the integrated work from all project streams involved in the CHS Project, and will be updated on an annual basis.
- To address comments from the CHFS concerning the inclusion of the Child Life Space in the Project Scope, the committee agreed to include a total list of enhancements approved by the Steering Committee for inclusion in the Addendum under Project Scope.
- To address comments from the CHFS concerning involvement in the Design Implementation Team outlined under Project Governance in the approved CHS Project Charter, Craig Ayers advised that this committee was in effect during the Design Development phase only, and explained that any enhancements to the Scope go through the Steering Committee.
- To address Jim Rhode's comments concerning the limited list of Project Constraints, the Project Team will flush out and identify key constraints and include in this listing.
- The Steering Committee agreed to approve the CHS Project Charter Addendum with the expanded Project Scope and Constraints. The updated document will be brought to the Steering Committee at the October meeting.

Our Mission

We improve health through excellence and innovation in service, education and research, building on the strengths of our people and partnerships.

4. CHFS Update (inform)

- The planned donor recognition reassessment for CHS requires more detail and therefore more time. An update will be provided once necessary information is gathered.
- The CHFS supports the financial commitment schedule and requests a meeting with Ken Unger, Interim Director of Financial Planning and Advisory Services, to ensure the Health Region and the CHFS understand the financial requirements and timing for procurement of all furniture, fixtures and equipment.

5. Communications Update (inform)

- Michele Bossaer's focus over the last month has been in preparation for the official groundbreaking ceremony. The Working Group began in June with defining the vision for the ceremony, meetings continued for detailed planning, and the group just wrapped up their last meeting this afternoon.

- The date of September 25th has now been released to participants invited to the site, as well as to the broader community being invited to watch the live streaming option in RUH, or on their computer. Tough challenges were involved for the on-site event, and the desire for a large contingent of families and children drove where the participant numbers ended up.
- Michele thanked the Foundation and the Ministry of Health for working closely with the Project team, and that things will be in place next Thursday, and soon the story will be telling itself.

Our Values

Respect
Compassion
Excellence
Stewardship
Collaboration

Strategic Directions

Transform the care and service experience

Transform the work experience

Partner to improve health of the community

Build a sustainable integrated system

Our Mission

We improve health through excellence and innovation in service, education and research, building on the strengths of our people and partnerships.

6. Research Hospital Discussion

- Dr. Givelichian proposed the idea of the Children's Hospital of Saskatchewan becoming a research hospital – instead of a research institute associated with a hospital, this hospital would be the research institute, making the CHS the first hospital in Canada, and likely only the second in North America, with this designation.
- The first benefit would be that research is patient-oriented, resulting in an immediate positive impact on treatment and patient management. The second major impact would be in having process improvement data available at your fingertips in addition to endless types of other data, dependent on what this would be visioned for.
- Dr. Shoo Lee, CIHR pediatric research lead, has offered to match funds should this research designation be approved. Dr. Lee is organizing the Ottawa conference, Innovation in Children's and Family Health, and SHR Pediatric representatives have been invited to attend.
- The key advantage now is that CHS is in the build stage whereas this is very difficult to implement in an existing structure.
- Suggestions were given from the Steering Committee on who to invite to sit on a new committee, including IT support, to examine this opportunity and put together a proposal to bring back to the Steering Committee.

7. Adjournment

Jim Rhode thanked the Steering Committee, the Foundation, the Ministry of Health and the Project Team for the vast amount of work invested in this project, highlighted by comparing the original CHS Project Charter of four years ago with the current Addendum, and for the work put towards the very significant milestone taking place next week.

7.1. Key Messages

- Advanced piling package is underway, and the cost estimate update will be brought to the October meeting of the Steering Committee.
- The dashboard report shows a lot of items with a green status, and expectations are that many of the red items will be back on track very shortly.
- The Working Group is wrapping up plans for the ceremonial ground breaking event on September 25.
- The CHS Project Charter Addendum summarizing other key areas of Project work has been approved by the Committee, with the inclusion of enhancements to the Scope and flushing out of the Constraints.
- The opportunity for the Children's Hospital of Saskatchewan to become a patient-oriented research institute will be explored by a dedicated committee that will bring a proposal to the Steering Committee in a few months.

Craig invited the Steering Committee members present to view the scale models which just arrived to be on display at the groundbreaking event on September 25.

Next meeting:

October 16, 2014, 4:15-5:30 pm
RUH Telehealth Suite 6625 / TCD Staff Development Centre